

MEMO

DATE: May 8, 2008
TO: Administration Committee and Regional Council
FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov
SUBJECT: CFO Monthly Report

Accounting:

During the month of March, the Accounting department began working on its part of an agencywide disaster recovery plan. Staff is identifying mission-critical processes and the infrastructure and support they require. Next, the trade-off between cost and timeliness of recovery will be evaluated.

SCAG renewed its \$5 million line of credit with Bank of the West (BOW) through February 28, 2009. This gives the agency a ready source of cash in the unlikely event of a complete depletion of our financial resources. Pursuant to Administration Committee direction, staff entered into negotiations with BOW regarding the \$5,000 fee. These were not fruitful as BOW had already absorbed the legal fees in connection with the set-up of the LOC. It should be noted that the term of this renewal covers fourteen months as opposed to the customary twelve. This represents an implicit reduction of the \$5,000 renewal fee.

Budget and Grants:

The annual meeting with MPO's, Caltrans and FHWA was held on April 16, 2008 to address FY09 OWP comments from these funding partners. Staff responded with comments to Caltrans' proposed new guidelines for submission of Indirect Cost Allocation plans. SCAG's plan for FY 2008-09 was submitted on April 25, 2008. Staff began collecting data to implement a three-year revenue expense forecast for the agency. A draft forecast will be reviewed with Executive Management in May.

Contracts:

During the month of March, the contracts department awarded 2 contracts, and issued 4 Request for Proposal (RFP). Staff also administers 70 consultant contracts and 13 Continuing Cooperative Agreements.

Staff continues their efforts to obtain reduced pricing on the goods and services they procure. Accordingly, in March 2008, staff saved the agency approximately \$20,800 by taking the following actions:

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- Staff (Lori Grebbien) obtained \$15,500 in reduced pricing on a professional services contract involving IT Disaster Recovery and Data Center Planning and Implementation, by removing the budget form the RFP and working with the Project Manager to create a detailed specification that bidders could bid on without exceeding the budget.
- Staff (Ranjini Zucker) obtained \$5,000 in reduced pricing on the Imperial County Arial Imagery contract by negotiating the price down.
- Staff (Ted Dorjee) obtained \$300 in reduced pricing on the Google Earth License Renewal contract by negotiating the price down.

It is worth noting that to date contract staff has saved the agency approximately \$71,000.

Lastly, as part of its on-going strategy to increase competition, Contracts staff attended the 2008 Transit Summit and the 2008 Greater Los Angeles Vendor Fair to market SCAG's contracting opportunities, for the purpose of registering new vendors into SCAG's bid notification database (the more bidders in the database the greater the likelihood of increased competition).

Submitted by:


Chief Financial Officer

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

EXPENDITURE REPORT

NINE MONTHS ENDED MARCH 31, 2008

75% OF FISCAL YEAR ELAPSED

Adopted Budget	Amendment #1	Budget after Amendment #1	Amendment #2	Budget after Amendment #2	Amendment #3	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
48,083		48,083		48,083		48,083	11,287	-	36,796	23%
51,771		51,771		51,771		51,771	12,736	-	39,035	25%
320,000		320,000		320,000		320,000	172,228	147,773	-	100%
200,000		200,000		200,000		200,000	97,494	12,506	90,000	55%
-		-		-		6,500	4,517	-	1,983	69%
33,000		33,000		33,000		33,000	8,289	5,000	19,711	40%
50,000		50,000		50,000		50,000	2,500	49,988	12	100%
22,000		22,000		22,000		22,000	7,545	-	14,455	34%
25,000		25,000		25,000		25,000	-	-	25,000	0%
25,000		25,000		25,000		25,000	3,900	18,100	3,000	88%
60,000		60,000		60,000		60,000	47,441	4,754	7,805	87%
49,800		49,800		49,800		49,800	41,932	7,868	(0)	100%
130,000		130,000		130,000		150,000	120,950	-	29,050	81%
1,000		1,000		1,000		1,000	849	-	151	85%
330,000		330,000		330,000		301,000	25,000	-	276,000	8%
7,500		7,500		7,500		7,500	-	-	7,500	0%
56,000		56,000		56,000		56,000	25,887	-	30,113	46%
5,000		5,000		5,000		5,000	2,717	-	2,283	54%
5,000		5,000		5,000		5,000	5,000	-	-	100%
3,500		3,500		3,500		3,500	-	-	3,500	0%
18,000		18,000		18,000		18,000	4,933	-	13,067	27%
116,500		116,500		116,500		116,500	15,350	13,000	88,150	24%
1,557,154	-	1,557,154	-	1,557,154	-	1,557,154	610,555	258,989	687,610	56%
10,323,466	(22,225)	10,301,241	345,668	10,646,909	-	10,646,909	7,808,341	104,004	2,734,564	74%
10,792,214	37,909	10,830,123	832,815	11,662,938	-	11,662,938	8,463,043	-	3,199,895	73%
12,826,884	(3,000)	12,823,884	(922,274)	11,901,610	244,192	12,145,802	2,891,485	4,037,732	5,216,585	57%
2,756,488	235,000	2,991,488	864,784	3,856,272	(307,326)	3,548,946	391,832	1,129,102	2,028,011	43%
514,710	15,000	529,710	123,306	653,016	17,500	670,516	38,457	340,253	291,806	56%
3,769,842	(25,264)	3,744,578	377,871	4,122,449	(37,550)	4,084,899	1,432,401	-	2,652,498	35%
701,000		701,000		701,000	-	701,000	461,095	24,835	215,070	69%
108,000	55,000	163,000		163,000	-	163,000	61,954	10,258	90,789	44%
199,000	6,000	205,000	(3,000)	202,000	-	202,000	108,311	-	93,689	54%
41,991,604	298,420	42,290,024	1,619,170	43,909,194	(83,184)	43,826,010	21,656,920	5,629,023	16,540,067	62%
43,548,758	298,420	43,847,178	1,619,170	45,466,348	(83,184)	45,383,164	22,267,475	5,888,012	17,227,677	62%

1	Staff & Fringe Benefits
2	9914 Indirect Costs
3	54300 SCAG Consultants
4	54340 Legal costs
5	55441 Payroll, bank fees
6	55600 SCAG Memberships
7	55820 Training
8	55910 RC/Committee Meetings
9	55912 RC Retreat
10	55914 RC General Assembly
11	55920 Other Meeting Expense
12	55930 Miscellaneous other
13	55940 Stipend - RC Meetings
14	55972 Rapid Pay Fees
15	55980 Reserve
16	56100 Printing
17	58100 Travel
18	58150 Travel - Lodging over max
19	58200 Travel - Registration fees
20	58600 NARC Board Expense
21	58700 RC Approved Costs
22	58800 RC Sponsorships
23	Total General Fund
24	
25	Staff & Fringe Benefits
26	9914 Indirect Costs
27	54300 SCAG Consultants
28	54330 Subregional Consultants
29	54400 Subregional Contracts
30	55280 Third Party Contribution
32	55930 Miscellaneous - other
33	56100 Printing
34	58100 Travel
36	Total Other Funds
37	
38	Grand Total